

**BOROUGH OF DUMONT
BERGEN COUNTY, N.J.
SPECIAL PUBLIC MEETING MINUTES
MARCH 13, 2012
7:00 PM**

Mayor Kelly called the meeting to order.

Flag Salute; Silent Prayer

Sunshine Law: This special meeting was called pursuant to the provisions of the Open Public Meetings Law. Notices of this special meeting of the Governing Body were sent to *The Record* and *The Ridgewood News*, posted on the Borough website and was filed with the Borough of Dumont.

Roll Call:

Council members: Brophy (arrived at 7:15PM), Carrick, Freeman, Hayes, Stylianou (arrived at 7:10PM), Zamechansky-present

Mayor Kelly-present

Mayor Kelly explained to those present that this meeting was called so that the Finance Committee can report to the rest of the Council on the status of the budget. This is very preliminary. In order for the full Council to meet, it has to be open to the public.

Finance Chair Freeman explained that the Finance Committee has met several times. The amount above cap is \$767,499.00. The 2% cap increase is \$299,893.00. We have a cap bank of \$193,941.00. Exclusions of \$490,761.00, which include pensions, benefits, health insurance and debt service, are out of their control. The net of deferred charges is negative \$54,678.00. Therefore, the amount above last year's budget is \$1,697,416.00. The amount per average household (\$307,000) increase at this point is \$308.00. Getting down to the 2% cap would result in an increase of \$170 per average household. To get to a 0 increase is not possible without significant alterations impacting the functioning of the Borough. They will look into other options, which would include personnel. This year the Borough is under State examination and therefore has to be adopted by May 1st, which does not give them much time for consideration.

Mayor Kelly stated that they have to get to the 2% cap. After that, the Council has to see if they can reduce the amount more.

Motion to open to the public: Councilman Carrick

Second: Councilman Freeman

All in favor.

1. Kai Chen, 90 Teak Road, had questions pertaining to the Best Practices worksheet, completed August 18, 2011. He expects that if there are any staff reductions that these are seriously considered and justified.

1-#7 Does the municipality require its elected officials to attend basic courses on responsibilities and obligations in local government(i.e. budgeting, policy setting, local government contracting, risk management and compliance with the Open Public Records Act)? The answer was no.

2. #8 If your municipality assigns employees with vehicles that can be taken home after work hours, is there a written policy in place to prohibit personal use and does that policy ensure that the commuting miles are reflected in employee W-2s. The answer was no.

3. Financial Standards #2-Is there a system of check and balances over the purchasing and disbursement functions, including payroll (e.g., the same employee who prepares the checks also reconciles the bank account would not be a proper system of check and balances)? The answer was yes

4. #3 Does your municipality have written procedures pertaining to cash receipts and cash disbursements including but not limited to: receiving, recording and preparing deposits for cash receipts; and processing, reviewing, and approving disbursements? The answer was yes.

Mr. Chen said that there were some issues brought up in the 2010 audit. Since these were answered yes, when the 2011 audit becomes public, he doesn't expect any fly guidance in these areas.

5. Budget Preparation #2-Did your municipality prepare a five year summary showing the amount of surplus anticipated and percentage of the budget that this represents? The answer was yes. He didn't see it.

6. #5 Was a budget history and projection showing three years of history prepared in a "Viewer Friendly" style for public use? The answer was yes. He hasn't seen any projections.

7. Personnel #4-Does your municipality limit health benefits to full-time (35 or more hours weekly), employees and exclude from coverage all part-time employees, elected or appointed officials. The answer was no. Why not? If you want to keep it there should be very clear justification. He said he has a list of people who have health benefits and hopes that this year nobody signs up for this.

Mr. Perkins stated that they are looking into those issues they answered "no" on but the "yes" answers provided 100% state aid.

Mr. Chen said that his purpose is not to have documents provided to him but available to the public.

Mayor Kelly asked Mr. Chen to send him an e-mail on the items and he will address them. If the discussion comes to possible staff reductions you want to make sure you have checked every penny available.

Councilman Carrick stated that he hopes that people don't think the easiest way out is to cut people before going through this budget. The Council does not want to lay people off if there is a choice.

Mr. Chen replied "Just get it done".

2. Timothy Hickey stated that we are basically underwater. How would we maintain stability? He asked about the Council going into closed session in order to discuss staff reductions.

Motion to close to the public: Councilman Carrick

Second: Councilman Stylianou

All in favor.

The Municipal Clerk read the resolution to enter closed session to discuss personnel issues.

Motion: Councilman Stylianou

Second: Councilman Freeman

Roll call vote: Council members: Brophy, Carrick, Freeman, Hayes, Stylianou, Zamechansky-yes

Motion to go back into public: Councilman Carrick

Second: Councilman Freeman
All in favor.
Motion to adjourn: Councilman Carrick
Second: Councilman Stylianou
All in favor.

Meeting adjourned at 10:05PM

Minutes respectfully submitted by:
Susan Connelly, RMC
Municipal Clerk